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31 December 1952

MEMORANDUM FOR: Economic Analysts
FROM : Assistant Director for Research and Reports
SUBJECT : Guide Instructions to Economic Research
REFERENCE : Memo from I/EE to Branch Members

1. The attached memorandum was prepared by the Chief, Electrical Equipment Branch, D/I, as a guide to that Branch's personnel for use in their economic research. I command it to the attention of all those doing economic research particularly in the commodity divisions, not only as a clear statement of alternative methods, but also as an example of enlightened supervision by a chief.
2. Given the difficulties of communication in a large organization and in a complex field, this memorandum has the additional merit of expressing ideas in words understandable to everyone regardless of various specialized training backgrounds.
3. While not wishing to promote an avalanche of memoranda writing and additional paper work, this type of helpful guidance will, I hope, be taken seriously by those who have a responsibility for supervising the research program.

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